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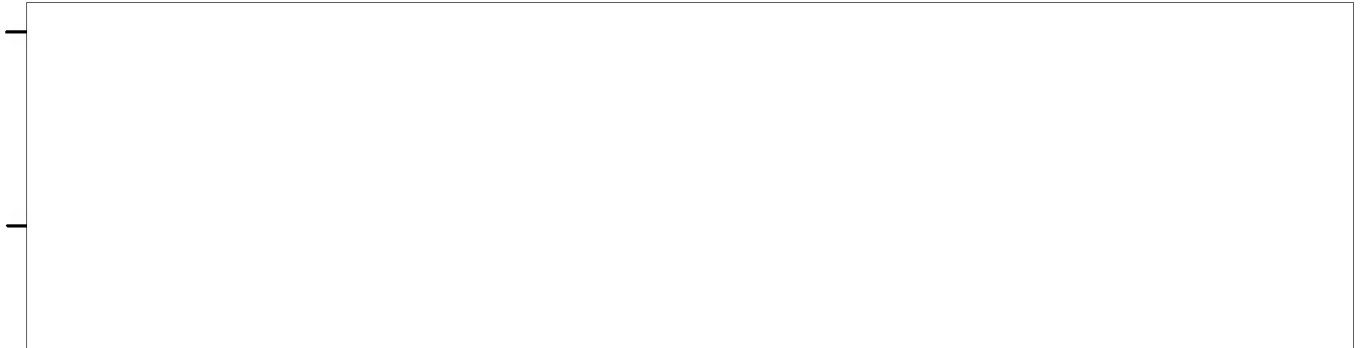
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11 June 1984

Weekly ReportDirectorate of Administration

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- The Office of Communications and the Office of Personnel are developing and implementing policies and procedures for pay "banding" for a designated group of OC employees. This grouping of several pay grades is intended to make it easier for managers to reward employee performance and advance the more deserving ones up the pay ladder within a designated skills area.
- Quality of Life - We expect to soon complete the papering of walls in the basement level entry and elevator area. An earth-colored adobe texture vinyl cloth is being used. New formica top tables and oak seat frame chairs with nylon upholstery in six distinct colors have been ordered as replacement furniture for the North and South Cafeterias.
- The Office of Personnel continues to monitor supplemental retirement proposals by attending the Federal Pension Forums sponsored by Senator Stevens' Subcommittee on Civil Service, Post Office, and General Services. The fourth forum, held last week, addressed pension funding, investments, and administrative issues associated with retirement programs. A key issue during the discussion centered on whether strategy for Federal retirement funds should be altered to include more liberal investments in the private sector. Several pros and cons were presented, but no general conclusion was reached.
- Ms. Nancy J. Risque, Special Assistant to the President for Legislative Affairs, and Ms. Pamela J. Turner, Deputy Assistant to the President for Legislative Affairs (Senate), visited [redacted] 1 May-1 June. During their two-day visit, the guests were given demonstrations of defensive driving, terrorist bombs and devices, and weapons firing; viewed technical displays of training materials; and visited the TV studio and a military classroom session.
- Since the April 1984 Career Trainee (CT) class is one of the largest in many years, their performance has been carefully monitored to determine whether there was any noticeable difference in quality between the April 1984 class and recent CT classes. Written performance on class tests shows that all CTs are maintaining at least a satisfactory average. The majority of CTs are in the very good or excellent ranges on a scale which goes from unsatisfactory to excellent. In terms of overall performance, motivation, and seriousness of purpose, the current CT class appears to be somewhat superior to recent classes.

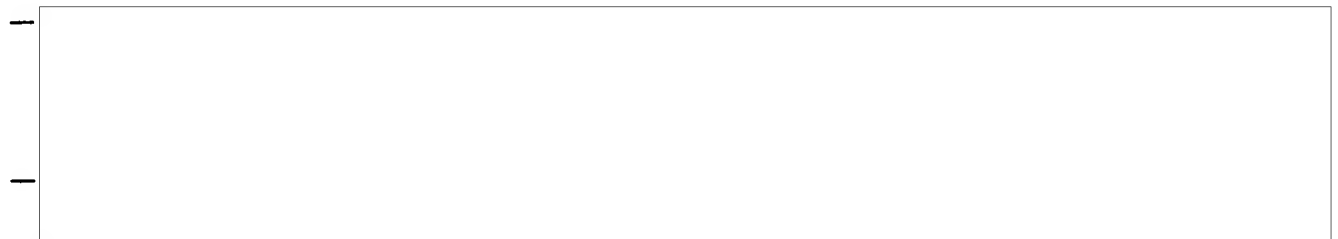
Directorate of Operations - No report.**SECRET**

SECRETDirectorate of Science and Technology

- FBIS and the Air Force Foreign Technology Division (FTD) have implemented the first of an anticipated series of cooperative arrangements in the exploitation of S&T open literature. FBIS has begun publishing in the JPRS report series pertinent items from FTD's Soviet News Abstracts Publication (SNAP). SNAP contains timely translations of many items that FBIS would normally select for processing. The new arrangement will make the information available to more consumers, at the same time saving FBIS the cost of translating the items.
- FBIS analysts are responding to a request from the U.S. Embassy Moscow for a readout on Soviet media statements and commentary bearing on the possible inclusion of Chinese missiles in discussions of nuclear weapons in Asia. The Embassy's request was prompted by the appearance in PRAVDA and IZVESTIYA of a TASS report quoting Japanese sources on the desirability of taking Chinese ballistic missiles into account.

Directorate of Intelligence

- ACIS is completing a response to the NSC Staff on a request regarding deployment status of the Soviet SS-NX-21 cruise missile (SLCM).
- OSWR/TTAC prepared talking points for the DCI's use at the 12 June meeting of the Cabinet level Export Administration Review Board to decide outstanding U.S. export license applications to Romania. At the same time, the dissemination of TTIC's report on the proposed sale of a Landsat ground station to Romania was expedited to EARB members.
- OGI and NESAs analysts briefed Senators Jim Sasser and George J. Mitchell on the Persian Gulf situation. The planned hour-long briefing ran to nearly two hours with both senators asking many good questions about the conflict and its potential oil market implications. Both expressed their appreciation for the useful and comprehensive briefing.



- On 11 June, OSWR is scheduled to brief the President's Science Adviser, Dr. Keyworth, on Soviet strategic C3.

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SECRETNational Intelligence Council

- NIO at Large (David Low) prepared talking points for the DCI and DDCI on the agreement for nuclear cooperation with China.
- NIO/Warning (David McManis), in response to tasking by D/ICS, is preparing a paper for Admiral Poindexter on the Indications and Warning Aspects of Soviet Naval Exercises During March and April.
- NIO/USSR-EE (Fritz Ermarth) prepared a memorandum for the DCI on Soviet denial of military support to this year's harvest.
- Meetings of NFIB Representatives were held to coordinate on the following interagency papers [redacted] 25X1
NIE 8-84: The International Flow of Drug Money: Implications for US Policy.
- 25X1 — NIO/Counterterrorism (David Whipple) and A/NIO/CT [redacted] met with DDS&T/OD&E officers to exchange briefings on OD&E organization and functions and on planning [redacted] 25X1
- NIO/FDIA (R. Hazzard) and D/OD&E met with Undersecretary of the Air Force Edward Aldridge to discuss a draft briefing for the DCI concerning a range of measures related to a proposed capability to enhance the likelihood of overcoming certain Soviet denial measures.
- 25X1 — A/NIO/FDIA [redacted] chaired a DDAC meeting; briefed SOVA analysts on the Key Judgments of the Integrated Damage Assessment; and met with D/SOVA and separately with C/FICG and C/CI Staff regarding DDAC subcommittee staffing and modalities.
- 25X1 — NIO/GPF (MG Edward Atkeson) and A/NIO/GPF [redacted] met with two members of Ambassador Abshire's staff, US Mission/NATO, to discuss US intelligence support [redacted] distribution of Community products to the US Mission. 25X1
- NIO/CT (David Whipple) will represent the DCI at a 15 June meeting of the White House- and NSC-chaired Terrorist Incident Working Group, with a DDO and an ICS officer, for a review of initial responses [redacted] by the DCI and Ambassador Sayre's Interdepartmental Group on Terrorism; discussed international terrorism at Fort Meade on 11 June at a gathering sponsored by the NSA Crypto Linguistic Association; and will brief the Midcareer Course on 12 June. 25X1

Office of General Counsel - See tab.Office of Inspector General

- 25X1 — [redacted]
- 25X1 — C/NCD and the IG will appear before the PIOB on Tuesday, 12 June, to discuss one additional aspect of the [redacted]

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Office of Comptroller

- 25X1 — The SSCI's draft classified annex to the 1985 Intelligence Authorization Bill was received and excerpts were distributed to the Deputy Directors on 4 June. SSCI recommended a net reduction of [] The final report will be received soon and will contain only minor changes. The draft report also requested several follow-on actions which were tasked to the appropriate directorates. Instructions were included for submitting appeals to the Office of the Comptroller. We expect to send our appeals package to the ICS on 11 June.
- 25X1 — Representative Ken Robinson is scheduled to meet with Evan Hineman, John Stein and Dan Childs on 11 June to discuss [] follow-on activity. The HPSCI cut our entire FY 1985 request of [] for this program.
- 25X1 — []

Office of Legislative Liaison - No report.

Public Affairs Office

- PAO obtained 25 trip reports written by DDI officers who have engaged in campus recruiting this year. While the contacts are useful in themselves, it is also of value to know more about the recruiting climate and attitudes toward the Agency. Hats off to the DDI for providing PAO this data, which will be widely shared.

Upcoming Calendar

- 25X1 13 June - Briefing of HPSC [] (DCI)
14 June - Meeting with Assistant to the President for National Security Affairs (DCI, DDCI)
15 June - Breakfast with Secretary of Defense (DCI, DDCI)
- University Presidents (DCI, DDCI, ExDir)
- Lunch with Secretary of State (DCI, DDCI)

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DDA 84-0046/22
8 June 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 8 June 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

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b. The Agency's phone bill has been reduced \$169,831 per year and we have received credits totaling \$45,732 as a result of the purchase conversion of previously leased AT&T systems.

c. The Office of Communications and the Office of Personnel are developing and implementing policies and procedures for pay "banding" for a designated group of OC employees. This grouping of several pay grades is intended to make it easier for managers to reward employee performance and advance the more deserving ones up the pay ladder within a designated skills area.

d. In a recent forms review conducted throughout the Agency, a total of 98 forms were identified by component RMOs as no longer needed and were made obsolete. Of this total, 81 were DA forms. There are 1,655 active forms in the Agency, a reduction of 69 from the total of 1,724 forms in use a year ago.

e. Office of Information Services representatives arranged for the transfer of certain map negatives from the Office of Current Production and Analytic Support (CPAS) to the Agency's Fine Arts Commission. These negatives are used to produce the wall

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coverings around the first floor elevator banks in the Headquarters Building and are considered something of an "Agency treasure." The negatives will be stored in the Agency Records Center and can be retrieved when needed.

f. Three Delta Data terminals in the Defense Intelligence Analysis Center (DIAC) now have access to the unclassified SAFE development system. Dial up capability was installed at the DIAC, Bolling Air Force Base, on Thursday, 31 May.

g. The Office of Logistics is completing work on the 1984 unclassified version of the World Factbook. This is a major printing production requiring over 17,000 copies comprised of approximately 220 pages and 14 full color reference maps. This book has been in production for almost four months and is scheduled for completion in two weeks.

h. Meetings continue with the Office of Logistics and General Services Administration to complete the implementing details regarding the delegation from GSA to the Agency for maintenance and operation of the Headquarters Building. Negotiations should be finalized in the near future.

i. Quality of Life - We expect to soon complete the papering of walls in the basement level entry and elevator area. An earth-colored adobe texture vinyl cloth is being used. New formica top tables and oak seat frame chairs with nylon upholstery in six distinct colors have been ordered as replacement furniture for the North and South Cafeterias.

25X1 j. To be ready to implement the domestic relocation benefits when the implementing instructions are issued, the Office of Personnel arranged [redacted] to deliver a presentation on the general workings of the relocation industry at Headquarters on 1 June. The presentation was followed by working sessions with [redacted] and various Agency representatives to discuss issues related to cover. [redacted] also met with the Director and Deputy Director of Personnel and is preparing an option paper on relocation benefits available to the Agency to implement the Warner Bill.

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k. The Office of Personnel continues to monitor supplemental retirement proposals by attending the Federal Pension Forums sponsored by Senator Stevens' Subcommittee on Civil Service, Post Office, and General Services. The fourth forum, held last week, addressed pension funding, investments, and administrative issues associated with retirement programs. A key issue during the discussion centered on whether strategy for Federal retirement funds should be altered to include more liberal investments in the private sector. Several pros and cons were presented, but no general conclusion was reached.

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An OP representative will attend the fifth and final forum scheduled for 10 July.



m. Ms. Nancy J. Risque, Special Assistant to the President for Legislative Affairs, and Ms. Pamela J. Turner, Deputy Assistant to the President for Legislative Affairs (Senate), visited the [redacted] 31 May - 1 June. During their two-day visit, the guests were given demonstrations of defensive driving, terrorist bombs and devices, and weapons firing; viewed technical displays of training materials; and visited the TV studio and a military classroom session.

n. Since the April 1984 Career Trainee (CT) class is one of the largest in many years, their performance has been carefully monitored to determine whether there was any noticeable difference in terms of quality between the April 1984 class and recent CT classes. Written performance on class tests shows that all CTs are maintaining at least a satisfactory average. The overwhelming majority of CTs are in the very good or excellent ranges on a scale which goes from unsatisfactory to excellent. In terms of overall performance, motivation, and seriousness of purpose, the current CT class appears to be somewhat superior to recent classes.

o. Assistance and guidance were provided to officials of the National Photographic Interpretation Center, Office of Technical Service, General Services Administration (Headquarters Building), and the Office of Data Processing to ensure that employees are not exposed to asbestos. This is a continuing Agency program to look for and alleviate any work environment related problems.

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3. Significant activities anticipated during the coming week:

On Wednesday evening, 13 June, the DDA will meet with the
Professional Women's Course

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Harry E. Fitzwater

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